

**MINUTES OF THE REGULAR MEETING OF THE
MOUNT LAUREL TOWNSHIP MUNICIPAL UTILITIES AUTHORITY**

October 15, 2015

Chairman Smith called the regular meeting of the Mount Laurel Township Municipal Utilities Authority to order at 7:05 p.m. in the Elbo Lane Water Treatment Plant Facility Meeting Room.

Those in attendance were:

Christopher Smith	Chairman
John Francescone	Vice Chairman
Elwood Knight	Secretary
Geraldine Nardello	Member
Cheryl Coco-Capri	Member

Also in attendance were:

Anthony Drollas	Solicitor
Russell Trice	Consulting Engineer
Pamela Carolan	Executive Director
David Wiest	Finance Director
Robert Adler	Operations Engineer
Theresa Trumbetti	Stenographer

Chairman Smith announced that the notice requirements of the “Senator Byron M. Baer Open Public Meetings Act” have been satisfied. Annual notice has been transmitted to two newspapers; it has been prominently posted on the Municipal Bulletin Board and filed with the Mount Laurel Township Clerk.

Public Comment

None.

Minutes

Following a motion made by Ms. Capri, and seconded by Ms. Nardello, the Board unanimously approved the minutes for the September 24, 2015 Regular Meeting, with affirmative votes from Mr. Knight, Mr. Smith, Ms. Capri, Mr. Francescone and Ms. Nardello.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Developments/New Connections

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2015-10-111 Resolution Authorizing Release of Water Distribution and Sanitary Sewer Maintenance Bonds for Hilton Homewood Suites, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight, and seconded by Ms. Capri, the Board unanimously approved Resolution No. 2015-10-112 Resolution Consenting to the Proposed Water Quality Management (WQM) Plan Amendment Entitled “Site Specific Amendment to Sewer Service Area Map of the Tri-County Water Quality Management Plan” Regarding Block 800, Lots 7.02 & 7.05 Mount Laurel Township, Burlington County, New Jersey, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Operations

Water System Summary

Ms. Carolan reported that there have been 4 water main leaks since the last meeting – one was our contractor connecting the replacement main on Wharton which is additional confirmation that the existing main was in poor shape.

Ms. Carolan noted that on 10/1 we began the off peak period with NJ American Water, so the Elbo Lane plant is only running about an hour per day now.

Mr. Carolan added that the ASR well is off – and the recovery period has ended. It will be down for maintenance. 73 MG with a value of \$500K will be banked for the next cycle year.

Ms. Carolan also noted that our annual hydrant flushing program has been occurring for the last 3 weeks and will finish on Monday.

Wastewater System Summary

Ms. Carolan reported that there are 6 pumping stations operating outside of normal parameters.

Ms. Carolan noted that the Stonegate force main actually had 2 leaks in September – a valve leak and a 2” hole in the main. Replacement of the entire line had originally been scheduled; however, it will be postponed until FY 18 due to budget constraints.

Ms. Carolan added that at the sewer plant, the operational issues with the UV system are being worked on next week – the peripheral feed clarifier still has problems with the arm alignment. The tank is now empty and the manufacturer will be there tomorrow to make the necessary adjustments.

Presentation of Engineer’s Status Report

Mr. Trice presented the report.

Orchard Pumping Station Site Work

This project includes drainage improvements, paving, painting of existing structures and fence replacement at the Orchard Pump Station, and drainage and paving work at 81 Elbo Lane. Ricky Slade Construction, Inc. was awarded the contract in the amount of \$142,215.50 at the Authority’s August 2015 meeting. The preconstruction meeting was held on September 23rd and the contract completion date is November 26, 2015. The contractor has been working on grading, drainage and landscaping items.

Elbo Lane WTP Clarifier Improvements

The project includes installation of ventilation equipment in the clarifiers, replacement of sludge control valves, guide rails and pump retrieval systems, and installation of local on/off pushbutton controls. This contract, in the amount of \$230,000.00 was awarded to Level-1 Construction at the Authority’s November 2014 meeting. Revision of electrical as-built drawings is the last remaining item of work.

Country Lane Water Main Installation and Hunter’s Pump Station Force Main Replacement

This project was for the installation of 1,000 LF of 8” water main and the replacement of the Hunter’s pump station force main which includes 1,800 LF of 4” pipe. This contract, in the amount of \$497,450.00, was awarded to DSC Construction, Inc. at the Authority’s October 16, 2014 meeting. The contractor has completed the installation of the water main and the sanitary sewer force main. Some lawn restoration needs to be redone, manhole casting replacements, paving patch work and as-built documents remain to be completed.

Library Pump Station Force Main Replacement

We are preparing bid documents for the replacement of the Library pump station force main, which consists of approximately 1,450 LF of 6” force main. Estimated construction cost is \$337,000. Plans have been forwarded to the Authority for review. A wetlands delineation and permit application are being prepared. Plans and specs are being finalized. The project will be advertised for bids in October and awarded at the Authority’s November meeting.

Amsterdam Road Water Main Replacement

This project was for the replacement of approximately 1,700 LF of 6" water main and addition of a fire hydrant in Amsterdam Road. A contract, in the amount of \$337,050.00 was awarded to South State, Inc. at the Authority's December 18, 2014 meeting. The contractor has completed the new water main installation and replacement sanitary force main. One punch list item regarding the width of a driveway apron needs to be resolved.

Hartford Road Final Clarifier No. 1 Rehabilitation

This project includes the replacement of the scum and sludge collection mechanism, the effluent weir cleaning system and lining the effluent trough. The existing scum and sludge collector mechanism jammed and various structural members broke. The mechanism was repaired; however, the structure is bent and cannot be adequately repaired. The contract, in the amount of \$396,997.00 was awarded to Blooming Glen Contractors at the Authority's February meeting. The clarifier was started up; however, the skimmer arm is now out of level and the tank has been shut down and drained so that repairs can be made tomorrow. Closeout documents and spare parts must be submitted.

Hartford Road WPCF and Elbo Lane WTP SCADA System Improvements

This project includes the replacement of the entire SCADA system at the Hartford Road WPCF and the upgrade of the SCADA system at the Elbo Lane WTP. Allied Control Services, Inc. was awarded the contract in the amount of \$688,705.00 at the Authority's August 2015 meeting. Notice to proceed was issued September 15, 2015 and the contract completion date is May 12, 2016. Field work to document the as-built installation of existing instrumentation and control equipment has started.

Birchfield and Timbercrest Pump Stations Level Control System Upgrades

Replacement of various electrical components will occur at both the Birchfield and Timbercrest pumping stations. Scalfo Electric, Inc. was awarded the contract in the amount of \$235,000.00 at the Authority's August 2015 meeting. Notice to proceed was issued September 15, 2015 and the contract completion date is February 12, 2016. Shop drawings are being submitted for review.

St. David Drive Road Water Main Replacement

The project includes the replacement of 4 and 6" water main with approximately 1,700 LD of 8" water main. The plans are being finalized.

Pump Station Evaluations

Alaimo Engineering has subcontracted the structural and coating condition assessment of four (Bridlewood, East Gate II, College, Laurel Ponds) underground steel can-style sewage pump stations to a firm with expertise in that area. The assessment will determine the thickness of the steel walls, floor and ceiling of the structure and the condition of the coating (paint) system. The measured wall thickness will be compared to the original thickness when the station was installed and the remaining useful life estimated. The preliminary assessment report has been submitted; however, the subcontractor has been requested to provide additional information.

Wharton Road Water Main Replacement

Bids were received on September 10, 2015 for replacement of approximately 240' of 8" water main and pavement restoration. A contract was awarded to DSC Construction in the amount of \$147,242 at a special meeting held on September 11, 2015. The new main is in service and building service lines are being reconnected to the new main.

Regarding the Wharton Road Water Main Replacement, Ms. Carolan reported that for the condo buildings, they have a shared fire service. A subcontractor was sent out to verify they were working and they were not. The Fire Department posted notices on 16 units stating the unsafe situation and we also sent a letter out and went door to door explaining the situation. The contractor is scheduled to come out tomorrow to repair.

Force Main Repair

This project includes the replacement of the emergency repair made on the 24” force main in Hartford Road in January 2014. The pipe and pipe sleeves installed during the emergency repair will be replaced with new sections of ductile iron pipe. A 24” inoperable valve on the force main in Hartford Road will also be replaced when the pipe is repaired. The pipe repair and valve replacement will require the main to be shut down.

East Park and Turnpike Pump Stations Level Control and Electrical Equipment Upgrades

This project includes the replacement of the wet well level control systems and the installation of new electrical equipment at both stations. A meeting was held with Authority personnel on September 17 to discuss the scope of work. Design work will start in a couple weeks.

Well No. 7 Redevelopment an Pump Repair

This project includes the redevelopment of the well and repair of the well pump. The contractor will install a spare well pump which the Authority has stored at 81 Elbo Lane. The repaired pump will be returned to the Authority for future use. The specifications are being finalized.

Closed Session

A motion was made by Mr. Knight, seconded by Ms. Capri, voted on and unanimously approved to pass Resolution 2015-10-113 to close the meeting to discuss Litigation, Potential Litigation and Personnel Issues, which are exempt from open meetings under the Sunshine Law, at 7:24 p.m.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Litigation and Potential Litigation – SEE CLOSED PORTION OF MEETING

The meeting was re-opened at 7:29 p.m., following a motion made by Ms. Nardello, and seconded by Mr. Knight and with unanimous agreement from Mr. Francescone, Ms. Capri, Mr. Smith, Ms. Nardello and Mr. Knight.

Contracts

Following a motion made by Mr. Knight, and seconded by Mr. Francescone, the Board unanimously approved Resolution No. 2015-10-114 Resolution Approving Change Order No. 2 in the Credit Amount of \$4,528.34 to Contract No. 2014-18 for Hartford Road Water Pollution Control Facility Peripheral Feed Clarifier No. 1 Rehabilitation Resulting in an Adjusted Contract Amount of \$417,368.57, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Accounting and Financial

Following a motion made by Ms. Nardello and seconded by Mr. Francescone, the Board unanimously approved the Treasurer’s Report for August 2015 and Payment Plan Status Report for September 2015, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Ms. Capri, and seconded by Mr. Francescone, the Board unanimously approved Requisition #552 in the Amount of \$524,054.83 approving Accounts Payable Vouchers, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Ms. Nardello, and seconded by Ms. Capri, the Board unanimously approved Requisition #4490 through #4494 in the amount of \$1,596.30 from the Acquisition and Construction List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Following a motion made by Mr. Knight and seconded by Ms. Capri, the Board unanimously approved Requisition #3069 through #3103 in the amount of \$301,368.81 from the Renewal and Replacement List, with affirmative votes from Mr. Knight, Ms. Capri, Mr. Francescone, Ms. Nardello and Mr. Smith.

Total votes: 5 ayes, 0 nays, 0 abstentions, 0 absent

Comments:

Mr. Wiest reported that a complaint was filed with the Better Business Bureau from a resident on Sedgefield Drive who insisted that she did not use the water she was billed for. Mr. Wiest was concerned as the BBB indicated they did not receive the response we sent, so it was re-sent. Mr. Wiest said he will report any updates.

Mr. Wiest noted that Becki will be out most of November and we typically don't shut off water services during the month of December. The shut off process will resume when Becki returns.

Mr. Wiest added that audit field work is finished and an exit conference has to be held with at least one Board member – it is not scheduled as yet.

Following a motion made by Ms. Nardello, seconded by Mr. Knight, and with unanimous agreement from the members, the meeting was adjourned at 7:48 p.m.